

<u>Memorandum</u>

To:

Linda Bettencourt, Town Clerk

From:

Faith M. Jackson, Director

Human Relations Department

Date:

January/6, 2014

Re:

Human Relations Commission Regular Meeting

This is to inform you that the Human-Relations Commission will be holding its regularly scheduled meeting on <u>Wednesday</u>, <u>January 15</u>, <u>2014 at 5:00</u> <u>p.m.</u> in the Common Council Chamber at City Hall.

If you require special accommodations for any meeting, please call the Senior Services Specialist at 860-638-4542, (voice) or 860-638-4812 (TDD/TTY), or the Town Clerk's Office at 860-638-4910 at least ten (10) days prior to the scheduled meeting.

Thank you.

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MIDDLETOWA, COMM.